

# Check Request Form

**Rotary**  
Hickam Pearl Harbor



|                               |               |   |  |
|-------------------------------|---------------|---|--|
| Check Number                  |               | Transaction Number  |  |
| Issue Date                    |               | Attach all receipts and supporting documentation with this check request form and return to Club Treasurer. |  |
| <b>Date</b>                   | <b>Amount</b> | <b>Committee</b>  |  |
|                               |               |   |  |
| <b>Check Payable To</b>       |               | <b>Project/Activity</b>   |  |
|                               |               |   |  |
| <b>Mailing Address</b>        |               | <b>Notes:</b>   |  |
|                               |               |   |  |
| <b>Requestor/Submitted by</b> |               | <b>Approved by</b>  |  |
|                               |               |   |  |
| <b>Signature</b>              |               | <b>Signature</b>  |  |
|                               |               |   |  |

v 11.22

|  |                                       |             |  |
|--|---------------------------------------|-------------|--|
|  | 100 General Operations                |             | 500 Club Service                             |
|  | 101 State Taxes                       |             | 510 Club Service - Service Projects          |
|  | 110 General Operations: Miscellaneous |             |  |
|  | 145 Strategic Planning Meeting        |             | 600 Community Service                        |
|  | 150 Training/Seminars                 |             | 610 Community Service - Service Projects     |
|  | 151 PETS                              |             | 667 Polio Plus                               |
|  | 152 Pre-PETS                          |             | 700 International Service                    |
|  | 200 Membership                        |             | 710 International Service - Service Projects |
|  | 202 Membership Dues Write Off         |             | 800 Youth Service                            |
|  | 211 RI Dues per capita                |             | 810 Youth Service - Service Projects         |
|  | 213 District Dues per capita          |             | 820 RYLA                                     |
|  | 300 Communications and Marketing      |             | 830 HRYF Scholarship Fees                    |
|  | 310 Website/Clubrunner                |             | 832 HRYF: Miscellaneous                      |
|  | 400 Fundraising                       |             | 900 Vocational Service                       |
|  | 422 Annual Fundraiser Event           |             | 910 Vocational Service - Service Projects    |
|  | 440 TRF                               |             |  |
|  |                                       | 9999 Other: |  |